

**Shaun Mancrief,  
Head of Traded Services  
(Facilities Management)**  
County Hall  
Racecourse Lane  
Northallerton  
North Yorkshire, DL7 8AE

Dear Headteacher,

On behalf of our catering teams, I would like to welcome you and your pupils back to school for the start of 2022. Our team have been working incredibly hard over the past few months to introduce some delicious new meal choices and exciting school events, and we are all looking forward to continuing to provide pupils with fresh, tasty, locally sourced food.

As you will be aware, the start of the year has seen an increase in Covid-19 cases, which has led to increased work absences. Our teams continue to work diligently to reduce the impact that this has upon your school meals service, and we are hopeful that we can limit any disruption.

However, in certain circumstances, the short-term disruption to staffing may unfortunately cause us to alter our menu offerings, and there may be occasions where we are only able to provide your pupils with a packed lunch alternative.

Although this is a last resort, our packed lunch alternative has been developed by our team of development chefs to ensure that it is able to fulfil the nutritional standards and requirements needed for your pupils, including if they have special dietary requirements. We have used this option previously and the feedback from pupils has been that it has been a tasty, short-term alternative. We hope they will enjoy this while our teams put contingency measures in place.




Our preferred option is always to provide pupils with a hot meal, so packed lunches will only be used in exceptional circumstances or as an additional choice; to ensure that every pupil has access to a nutritionally balanced, healthy meal option. As ever, our priority is to ensure that every pupil within school is fed, and we thank you for your understanding in this challenging time.

If you have any concerns, please contact your dedicated Catering Area Manager.

Kind Regards,  
Shaun Mancrief  
Head of Traded Services, Facilities Management

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